

CITY OF SCOTTSDALE – REV.01/01 – JOBCODE 0451
SURVEY TECHNICIAN III

DISTINGUISHING FEATURES

The fundamental reason the Survey Technician III exists is to lead and oversee land survey field crews and office operations in the Inspection Services Division of the Planning Systems Department. This classification functions as a senior lead worker over Survey Technician I and II positions. Work is performed under the direction of the Land Survey Coordinator. Employees within this class are distinguished from the Survey Technician II by the performance of the full range of duties as assigned including the most complex survey and field engineering work and by the greater independence with which an incumbent is expected to operate. Employees at this are fully aware of the operating procedures and policies of the work unit. The Survey Technician III is distinguished from the Survey Technician II by the former having responsibility for leading crews on significant land survey projects and directing operations in the office as well as the field.

ESSENTIAL FUNCTIONS

Guides a team of office and field personnel in a variety of land survey operations such as boundary, topography, leveling, design, as-built, floor elevations and maintaining horizontal and vertical control networks, the production of mapping products and data handling and storage.

Instructs, guides and mentors crewmembers in the proper use of the equipment including total stations and prisms, levels and level rods, global positioning system, small hand tools and computers, and related equipment and the proper techniques of performing various land survey operations.

Oversees the operation of a survey crew on complex assignments.

Prepares and verifies mathematical calculations related to surveying and basic engineering; computes positional accuracy, distances, bearing traverses and elevations.

Maintains accurate survey and non-survey related records in the form of field notes, reports and sketches.

Conducts project research, secures equipment, uses safety techniques, performs the survey operation, handles the equipment, records data and performs other associated duties for the purpose of delivering a successful project.

Tracks and maintains survey supplies such as stakes and marking equipment; ensures safety devices are present and in use as appropriate.

Answers questions and provide information to the public concerning operational activities.

MINIMUM QUALIFICATIONS

Knowledge, Skills, and Abilities

Knowledge of:

Geometry, algebra and trigonometry as it pertains to land surveying

City required safety procedures

Microsoft programs (Word and Exchange)

Various software for processing land survey results

Field survey methods and techniques

Survey instruments used in the measurement and location of lines, elevations, areas, angles, points, and contours of the earth's surface

Land survey terminology

Ability to:

Organize and prioritize projects and assign work to subordinate personnel
Provide instructions regarding surveying procedures and in the use of instruments
Comprehend drawings used by land surveyors or civil engineers
Keep field notes and compute areas, distances, and volume
Drive city vehicle and see to its maintenance
Operate "Trimble" Global Positioning System equipment and measurement devices used by land surveyors
Work in a variety of weather conditions
Work alongside heavy equipment in traffic, on steep slopes, on uneven terrain and near open trenches and loose soil

Education & Experience

Any combination of five years experience as a crew chief in charge of land survey crew and significant projects.

FLSA Status: Non-exempt

HR Ordinance Status: Classified